

DUTY STATEMENT

Employee Name: Vacant	Position Number: 581-425-0563-001
Classification: Senior Public Health Biologist	Tenure/Time Base: Permanent/Full-Time
Working Title: Biologist	Work Location: 2151 Convention Center Way, Ontario, CA 91764
Collective Bargaining Unit: BU 10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Infectious Diseases/Division of Communicable Disease Control	Branch/Section/Unit: Infectious Diseases Branch/Vector-Borne Diseases Section

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

Job Summary

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by serving as a statewide scientific and technical expert in vector-borne diseases and public health pests. The Senior Public Health Biologist leads highly specialized surveillance, identification, and prevention activities related to plague, hantavirus, mosquito-borne diseases, tick-borne diseases and other vectors of public health importance. Serves as the department's subject-matter expert for public health pests such as bed bugs, lice, and mites, the incumbent develops and updates scientific guidelines, action plans, and educational materials to support public health professionals, healthcare providers, and the public.

The incumbent works under the general supervision of the Supervising Public Health Biologist.

Special Requirements

- ☐ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel: 50%
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☐ License/Certification:
- ☐ Other:

Essential Functions (including percentage of time)

- 30% Serves as statewide technical expert for public health pests; provide identification, control and prevention guide to local agencies, health professionals and the public.
- 25% Provide scientific and technical guidance and assistance to local vector control districts and environmental health agencies statewide –primarily in the southern region- and elsewhere in the state on identification, prevention, surveillance, and control of vectors and vector-borne diseases.
- 15% Plans, conducts, analyzes and publishes studies on the ecology and control of public health pests and specified vector-borne diseases.
- 10% Coordinates and participates in emergency control operations; provides guidance to regional offices and local/state agencies, and other state agencies when vector-borne disease surveillance indicates a potential threat to human health.
- 10% Develops, and updates guidelines, action plans, and other informational materials for use by federal, state, and local agencies on public health pests and specified vector-borne diseases.
- 5% Prepare educational materials and give presentations to educate the public, vector control personnel, and health professionals about public health pests and specified vector-borne diseases

Marginal Functions (including percentage of time)

- 5% Performs other job-related duties as required.

☐ I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.

☐ I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)

Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

HRD Use Only:

Approved By: E.L.

Date: 9/30/2026